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SECURITY INFORMATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (Special)

DATE: 8 April 1953

FROM : Chief, Basic Training Division

SUBJECT: Weekly Activity Report #14
31 March - 7 April 1953I NEW ACTIVITIES

None

II OLD ACTIVITIES

a. The first running of the new DIC(GS) began on 6 April with eighty-four students.

b. Every effort is being made to revise the CC in time for the next running on 27 April. [redacted] and the undersigned spent 2 and 3 April [redacted] in conference with [redacted] regarding the content and scheduling of Phase II. It is obvious that this Phase will require five weeks unless some of the material is moved elsewhere. It has been settled that the next two runnings of the Phase II will be five weeks in length, with a four week break between. This break will give an opportunity for annual leave for the staff, as well as for revision and reconsideration of the course.

c. With the Phase II content pretty well established, planning can now go forward on Phase III.

d. The tentative program prepared for the Administrative Support Course was revised on 7 April by [redacted] and this program is now ready to be presented to the customer offices for consideration and comment.

III PERSONNEL CHANGES

a. [redacted], formerly BOC instructor, has been reassigned to the Specialized Training Division as of 6 April.

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